

Town of Millville, Delaware
Annual Budget
FY '21

Town of Millville
General & Administration Expenses
FY '21 Budget

	GENERAL & ADM.	Approved FY20 Budget	Revised FY20 Budget	Actuals FY '20 2/24/20	Approved FY21 Budget	
50100	Accountant/Auditor	13,750	13,750	13,750	13,750	
50200	Advertising	700	700	328	700	
50210	Automated Messages	500	500	81	500	
50300	Awards/Gifts/Flowers	1,875	1,875	1,925	2,000	
50400	Build.&Gr.--Maint./Landscaping	26,275	26,275	19,720	29,478	
50410	Build.&Gr.--Equip/Tools/Uniforms	1,380	1,380	1,123	1,380	
50500	Cable/Internet/Security System	3,029	3,029	2,348	4,098	
50600	Comp./Copier Main./Software	17,340	17,340	10,379	17,317	
50800	Dues/Member./Subscr/Mtgs.	4,265	4,265	3,235	5,985	
50850	Educational Training	6,580	6,580	4,105	7,080	
50900	Elections	225	225	191	225	
50950	Millville Fire Co 6% property taxes	31,350	31,350	31,121	32,291	
50960	Truck Maintenance/Ins/Gas	3,415	3,415	2,015	3,815	
51100	Insurance--Bonding	275	275	194	275	
51110	Insurance--Flood	1,540	1,540	1,117	1,580	
51120	Insurance--Gen. Lia./Property	10,720	10,720	7,917	11,300	
51125	Insurance--Health & Dental	29,560	29,560	21,446	22,052	
51130	Insurance-Prof. Liability	2,700	2,700	1,991	2,714	
51140	Insurance--Workers Comp.	2,830	2,830	1,908	2,830	
51175	Interest Expense	0	0	0	0	
51200	Legal	25,000	25,000	9,631	25,000	
51300	Mileage/Other Reimbursements	1,500	1,500	783	1,500	
51400	Other Misc. Expense	50	50	37	50	
51500	Office Equipment/Furniture	1,360	1,360	1,240	1,250	
51510	Office Supplies	2,635	3,135	2,533	3,375	
51600	Payroll	364,690	364,690	289,383	377,491	
51605	Payroll Processing Fees	360	360	297	360	
51610	Payroll Taxes	29,630	29,630	22,557	30,609	
51620	Town Match IRA	21,701	21,701	16,199	22,469	
51800	Postage/Postage Meter	3,500	4,500	2,777	4,865	
51900	Printing	3,155	3,155	2,129	3,005	
53100	Professional Services	50,000	58,500	28,784	57,700	
53110	Professional Planning Services	18,000	18,000	7,838	0	
53175	Review resite/TOPO	18,000	18,000	11,412	23,400	
53300	Service Charges (TT Process.)	5,560	13,500	11,556	14,225	
53500	Trash Recycling Collection	345	345	335	340	
53600	Utilities--Electric	10,000	10,000	5,911	9,000	
53605	Utilities-Propane	2,670	2,670	939	2,670	
53610	Utilities--Street Lights	3,980	3,980	1,514	2,960	
53620	Utilities--Telephone	4,140	4,140	3,456	4,155	
53630	Utilities--Water	1,045	1,045	629	880	
53640	Utilities --Sewer Usage	1,895	1,895	1,819	1,820	
55015	Millville Park Expenses	-	-	-	0	
53700	Contingency Plan	451,955	469,895		562,201	
	TOTAL G&A	\$1,179,480	\$1,215,360	\$546,653	1,308,695	\$1,308,695
	Budgeted expenses before carryforward		745,465		746,494	Budgeted Revenue
	Total budgeted Expense increase/(decrease) over prior year					0.14%

	A	B	C	D	E
1	<p style="text-align: center;">Town of Millville FY 21 Budget Detail General and Administration Expenses Detail</p>				
2					
3					
4	GL	Description	Proposed Amount		Notes
5	50100 Accountant/Auditor	TGM Group audit	13,750.00	L	Per proposal-FY'20 \$13,750; FY'21 \$14,000; FY'22 \$14,250
6	50100 Accountant/Auditor Total		13,750.00		
7	50200 Advertising	Board of Adjustment	100.00		
8	50200 Advertising	Planning & Zoning	100.00		
9	50200 Advertising	Town Council	500.00		
10	50200 Advertising Total		700.00		
11	50210 Automated messages	Call em all	500.00	M	\$92 per 30 second call
12	50210 Automated messages		500.00		
13	50300 Awards/Gifts/Flowers	Annual Mill Vol Dinner	750.00		For volunteers, staff and Town Council
14	50300 Awards/Gifts/Flowers	Staff Christmas Dinner	650.00		Staff only
15	50300 Awards/Gifts/Flowers	Volunteer lunches/gifts	400.00		
16	50300 Awards/Gifts/Flowers	Flowers/Memorial Donations/Plaques	200.00		
17	50300 Awards/Gifts/Flowers Total		2,000.00		
18	50400 Build & Gr - Maint/Landscaping	Lawn Maintenance Contract	3,750.00	D	Natural Creations 3 yr contract ends 4/30/23. Paid twice a year
19	50400 Build & Gr - Maint/Landscaping	Office Cleaning Contract	9,600.00	D	Brenda Yung 3 yr contract ends 4/30/23 Includes new addition
20	50400 Build & Gr - Maint/Landscaping	Irrigation System - Open/Close. Head repairs	300.00	E	Scott Royal annual contract & repairs
21	50400 Build & Gr - Maint/Landscaping	Termite service agreement	440.00	E	Annual contract-renewed in Sept
22	50400 Build & Gr - Maint/Landscaping	HVAC maintenance contract	2,088.00	E	Custom Mechanical annual contract
23	50400 Build & Gr - Maint/Landscaping	Generator Maintenance	795.00	E	Satterfield & Ryan annual contract for 2 annual checkups
24	50400 Build & Gr - Maint/Landscaping	Building Maintenance & Materials	1,000.00	E	
25	50400 Build & Gr - Maint/Landscaping	State of DE flags (1) & 1 US flag , Town of Millville	345.00	M	
26	50400 Build & Gr - Maint/Landscaping	Snow Removal	900.00	E	Frank Bennett (\$300/occurrence)
27	50400 Build & Gr - Maint/Landscaping	Ice melt	100.00	E	
28	50400 Build & Gr - Maint/Landscaping	Light bulbs/filters	550.00	E	OK
29	50400 Build & Gr - Maint/Landscaping	Paint touch up	1,000.00	D	C&S Contractors
30	50400 Build & Gr - Maint/Landscaping	Power Wash Building	3,250.00	D	C&S Contractors per proposal for entire complex
31	50400 Build & Gr - Maint/Landscaping	Elevator maintenance and inspection	2,000.00	E	DE Elevator Annual state insp \$225*2 times/yr. Annual maint \$825
32	50400 Build & Gr - Maint/Landscaping	Clean all carpets	695.00	E	Oil and general maintenance
33	50400 Build & Gr - Maint/Landscaping	Clean all carpets	695.00	E	Per Worm's proposal
34	50400 Build & Gr - Maint/Landscaping	Strip, wax & seal all tile floors	1,041.00	M	Per Worm's proposal
35	50400 Build & Gr - Maint/Landscaping	Fire Extinguisher Service - annual inspection	160.00	E	Hoopes Fire Service proposal
36	50400 Build & Gr - Maint/Landscaping	Parts and repairs on current fire extinguishers	225.00	E	Hoopes Fire Service 3 bottles
37	50400 Build & Gr - Maint/Landscaping	Maintenance for Won-Door Fire door	339.00	E	Won-Door Corporation annual
38	50400 Build & Gr - Maint/Landscaping Total		29,478.00		\$ 450 twice a year

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2					
3					
4	GL	Description	Proposed Amount		Notes
39	50410 Build & Gr - Equip/Tools/Uniforms	Tools, equipment, misc for Town Hall	500.00	E	
40	50410 Build & Gr - Equip/Tools/Uniforms	Staff and council shirts - 2/ea	880.00	E	Ask Council - Jacket Sharon, shirt Barb
41	50410 Build & Gr - Equip/Tools/Uniforms Total		1,380.00		
42	50500 Cable/Internet/Security System	Mediacom - \$135.90/mo	1,632.00	L	3 year contract ending 3/14/23
43	50500 Cable/Internet/Security System	Fire/Security Alarm - 24-hour monitoring + Partition #2 & #3	720.00	E	Be Safe annual contract. Expires 3/14/22
44	50500 Cable/Internet/Security System	Fire/Security Alarm - semi annual fire alarm check & annual smoke detector calibration	1,025.00	E	Be Safe annual contract. Expires 3/14/22
45	50500 Cable/Internet/Security System	Fire/Security Alarm - Annual unsupervised opening/closing email reports	120.00	E	Be Safe annual contract. Expires 3/14/22
46	50500 Cable/Internet/Security System	Elevator monitoring	240.00	E	Be Safe annual contract. Expires 3/14/22
47	50500 Cable/Internet/Security System	Smart Pads Cartridge for defibrillator	61.00		1 adult & 1 child
48	50500 Cable/Internet/Security System	Battery for defibrillator	300.00	E	\$300 will need in FY21
49	50500 Cable/Internet/Security System Total		4,098.00		
50	50600 Comp Rpr/Copier/Software	Quick Books Payroll Subscription	650.00	L	
51	50600 Comp Rpr/Copier/Software	Edmunds Software support	9,100.00	L	
52	50600 Comp Rpr/Copier/Software	Copier Lease (342.01/mo)	4,105.00	M	Hilyard's expires 2/2024
53	50600 Comp Rpr/Copier/Software	Symantec Anti-virus	245.00	M	Hilyard's annual contract expires 2/2024
54	50600 Comp Rpr/Copier/Software	Annual backup of network	473.00	M	Hilyard's annual contractbackup expires 2/2024
55	50600 Comp Rpr/Copier/Software	Computer Repairs/Software Installation	2,000.00	M	Hilyard 20 hour coverage expires 2/2024
56	50600 Comp Rpr/Copier/Software	Lexmark printer contract (64.58/qrt)	258.00	M	Hilyard's expires 2/2024
57	50600 Comp Rpr/Copier/Software	Domain MVTOWN.COM	120.00	M	Expires 9/1/25
58	50600 Comp Rpr/Copier/Software	Email exchange certificate-GoDaddy	366.00	M	\$366 every 2 years Need to budget FY 21-Expires 8/31/20
59	50600 Comp Rpr/Copier/Software Total		17,317.00		
60	50800 Dues/Membership/Subscriptions	Delaware League Membership of Local Governments	700.00	D	
61	50800 Dues/Membership/Subscriptions	Delaware League Dinner Meetings	1,440.00	D	\$40 per person. Monthly meetings. 3 PPL * 12 months *\$40
62	50800 Dues/Membership/Subscriptions	Delaware Municipal Clerks Membership	50.00	M	
63	50800 Dues/Membership/Subscriptions	Delaware Municipal Clerks Lunch Meetings	40.00	M	
64	50800 Dues/Membership/Subscriptions	International Code Council cert renewal-Eric	135.00	E	
65	50800 Dues/Membership/Subscriptions	International Code Council annual - town's membership	145.00	E	
66	50800 Dues/Membership/Subscriptions	ICMA Dues Debbie	840.00	D	
67	50800 Dues/Membership/Subscriptions	LDMBOA - Eric	45.00	E	Lower DE MD Building Officials Assoc
68	50800 Dues/Membership/Subscriptions	Bethany Fenwick Chamber Membership	295.00	L	
69	50800 Dues/Membership/Subscriptions	Sussex Cnty Assoc of Towns (SCAT) Membership	250.00	D	
70	50800 Dues/Membership/Subscriptions	SCAT Dinner & Steering Com. Meetings	1,380.00		Budgeted 3ppl Possible schedule
71	50800 Dues/Membership/Subscriptions	CMAD membership	100.00		
72	50800 Dues/Membership/Subscriptions	CMAD meetings	60.00		4 meetings per year at \$15
73	50800 Dues/Membership/Subscriptions	Delaware Women Leading Government - membership	40.00		Debbie & Lisa
74	50800 Dues/Membership/Subscriptions	Delaware Women Leading Government - meetings	150.00		5 meetings/year
75	50800 Dues/Membership/Subscriptions	Notary - Matt	0.00		Good for 4 years (renew FY '23)
76	50800 Dues/Membership/Subscriptions	MD Government Finance Officers Assoc	40.00	L	
77	50800 Dues/Membership/Subscriptions	Misc Mtgs	275.00		
78	50800 Dues/Mem/Member/Subscr/Mtgs Total		5,985.00		

	A	B	C	D	E
1	<p style="text-align: center;">Town of Millville FY 21 Budget Detail General and Administration Expenses Detail</p>				
2					
3					
4	GL	Description	Proposed Amount		Notes
79	50850 Educational Training	ICPM Cert class	300.00	E	Code Enforcement Building Administrator
80	50850 Educational Training	Matt	200.00		
81	50850 Educational Training	Anna	200.00		
82	50850 Educational Training	Lisa	200.00		
83	50850 Educational Training	Continuing Ed (IRC Classes)	180.00	E	Eric
84	50850 Educational Training	Debbie - CMAD Conference	4,000.00		Conference-Ontario CN
85	50850 Educational Training	Town Council and P&Z: IPA- UD	2,000.00		
86	50850 Educational Training Total		7,080.00		
87	50900 Elections	Ads, voting machine rental	225.00		
88	50900 Elections Total		225.00		
89	50950 Fire Company - Millville	6% property tax billing	31,691.00	L	Assessments as of 3/3/20
90	50950 Fire Company - Millville	6% supplemental property tax billing	600.00	L	Budget \$10,000 in supplemental revenue
91	50950 Fire Company - Millville Total		32,291.00		Evaluate in April when SC rolls are received
92	50960 Truck Maint/Insur/gas	Insurance	1,750.00	L	
93	50960 Truck Maint/Insur/gas	Gas	1,000.00	E	
94	50960 Truck Maint/Insur/gas	2 new tires (new & installed)	450.00	E	
95	50960 Truck Maint/Insur/gas	Truck detailing 2 times a year @ \$150 each cleaning	300.00	E	
96	50960 Truck Maint/Insur/gas	Oil changes, misc truck maintenance	315.00	E	
97	50960 Truck Maint/Insur/gas Total		3,815.00		
98	51100 Insurance - Bonding	Insurance--Bonding	275.00	L	
99	51100 Insurance - Bonding Total		275.00		
100	51110 Insurance - Flood	Insurance--Flood	1,580.00	L	
101	51110 Insurance - Flood Total		1,580.00		
102	51120 Insurance - Gen Liab & Property	Insurance--Gen. Lia./Property	11,300.00	L	
103	51120 Insurance - Gen Liab & Property Total		11,300.00		
104	51125 Insurance - Health	Insur-Health 70%	21,074.00	L	
105	51125 Dental Insurance	Insur-Dental 70%	978.00	L	Estimated 5% increase per Leighann Hinkle State of DE
106	51125 Insurance - Health Total		22,052.00		
107	51130 Insurance - Prof Liability	Insurance-Prof. Liability	2,714.00	L	
108	51130 Insurance - Prof Liability Total		2,714.00		
109	51140 Insurance - Workers' Comp	Insurance--Workers Comp.	2,830.00	L	
110	51140 Insurance - Workers' Comp Total		2,830.00		
111	51200 Legal	Town Solicitor	25,000.00	D	
112	51200 Legal Total		25,000.00		
113	51300 Mileage/Other Reimbursements		1,500.00		
114	51300 Mileage/Other Reimbursements Total		1,500.00		
115	51400 Other Misc Expense	ditch tax	50.00		
116	51400 Other Misc Expense Total		50.00		

	A	B	C	D	E
1	<p style="text-align: center;">Town of Millville FY 21 Budget Detail General and Administration Expenses Detail</p>				
2					
3					
4	GL	Description	Proposed Amount		Notes
117	51500 Office Equipment/Furniture	Misc item(s)	1,250.00		
118	51500 Office Equipment/Furniture Total		1,250.00		
119	51510 Office Supplies	Misc office supplies	1,575.00	M	
120	51510 Office Supplies	Water-Mr Natural	350.00	M	Increase to \$350 FY 21
121	51510 Office Supplies	Coffee/tea/half and half	300.00	M	
122	51510 Office Supplies	Paper (11x17, 8.5x11, stock paper for licenses)	350.00	M	
123	51510 Office Supplies	200 folders for property information - 100 per box, \$200/box	800.00	M	4 boxes
124	51510 Office Supplies	IECC Code Book	0.00		Will need in FY 22
125	51510 Office Supplies	Notary Stamp - Matt	0.00		Good for 4 years (renew FY '23)
126	51510 Office Supplies Total		3,375.00	M	
127	51600 Payroll	Staff Salary & Council Honorarium	377,491.00		
128	51600 Payroll Total		377,491.00		
129	51605 Payroll Processing Fees	Quick Books fees	360.00		\$3.00 transmission fee/per pp, plus \$1.75/each direct deposit (6 staff x 26 pays) & 1 pay for 5 council
130	51605 Payroll Processing Fees Total		360.00		
131	51610 Payroll Taxes		30,609.00		
132	51610 Payroll Taxes Total		30,609.00		
133	51620 Town Match IRA (6% max)		22,469.00		
134	51620 Town Match IRA (6% max) Total		22,469.00		
135	51800 Postage/Stamps.com	Building and code certified letters - 50@7.30ea	365.00	E	
136	51800 Postage/Stamps.com	Monthly fee \$ 24.99, stamps	4,500.00		
137	51800 Postage/Stamps.com Total		4,865.00		
138	51900 Printing	Letterhead envelopes - 1500	285.00	M	
139	51900 Printing	Tax Bills 2,000	535.00	M	
140	51900 Printing	Building Inspection Folders 300 per Eric	515.00	E	
141	51900 Printing	Window Envelopes 2500	465.00	M	
142	51900 Printing	Business cards 5 Council & Code Enforcer	200.00		
143	51901 Printing	Name badge for new council	60.00		
144	51901 Printing	Business licenses	315.00	E	
145	51901 Printing	Misc	630.00		
146	51900 Printing Total		3,005.00		
147	53100 Professional Services	GMB	55,000.00	D	
148	53100 Professional Services	First State Inspections - when Eric is on vacation	2,700.00	E	4/day, 15 days (60 inspections @ \$45ea)
149	53100 Professional Services		57,700.00		
150	53175 Review resite/TOPO		23,400.00		Revenue GL 40100
151	53175 Review resite/TOPO		23,400.00		
152	53110 Professional Planning Services	2019 Comprehensive Plan Update (every 10 years)	0.00		Next comp plan is 2029
153	53100 Professional Planning Services Total		0.00		
154	53300 Service Charges (TT Processing)	Fulton process fee 1% trans tax & \$1/ea copy	14,225.00	L	Count from "TT Rev Calc" tab -increase b/c we are conservative
155	53300 Service Charges (TT Processing) Total		14,225.00		

	A	B	C	D	E
1	<p style="text-align: center;">Town of Millville FY 21 Budget Detail General and Administration Expenses Detail</p>				
2					
3					
4	GL	Description	Proposed Amount		Notes
156	53500 Trash Collection & Recycling	Allied Waste	340.00	L	
157	53500 Trash Collection & Recycling Total		340.00		
158	53600 Utilities - Electric		9,000.00	L	
159	53600 Utilities - Electric Total		9,000.00		
160	53605 Utilities - Propane		2,670.00	L	3 year supply agreement w/Sharp gas.
161	53605 Utilities - Propane Total		2,670.00		
162	53610 Utilities - Street Lights	Not cover by MSA Grant GL 59100	2,960.00	L	Assuming we receive \$ 4,607from MSA Grant
163	53610 Utilities - Street Lights Total		2,960.00		
164	53620 Utilities - Telephone	Office Lines	2,700.00	L	
165	53620 Utilities - Telephone	2 Cells	1,455.00	L	
166	53620 Utilities - Telephone Total		4,155.00		
167	53630 Utilities - Water	Tidewater Utilities	880.00	L	No salt needed for FY21
168	53630 Utilities - Water Total		880.00		
169	53640 Utilities - Sewer Usage		1,820.00	L	
170	53640 Utilities - Sewer Usage Total		1,820.00		
171	Grand Total		746,494.00		

**Town of Millville
FY '21 Budget
Millville Park
General Account**

We spoke with the Mayor and have decided to work on the budget for the park expenses in September when we will have actual numbers to work with

		Approved	Revised	Actuals	Approved	Notes
		FY20 Budget	FY20 Budget	FY20 at 2/24/20	FY21 Budget	
	Revenue					
	Total	0	0	0	0	
55015	Expense	22,975				
	Alarm maint					B-Safe
	Cameras					
	Cleaning					
	Electric		0	430	2,975	
	Fire extinguishers				50	Hoopes Fire Prevention
	Flags				350	
	Generator maint				795	Satterfield
	Grass cutting/maintenance		0	2,475		11 cuts @ \$475. Possible outsourcing maint
	Heat pump maint					Custom Mechanical
	Insurance			2,327		
	Playground equip maint					
	Salt for water conditioner				400	Shore Water Pallet
	Sewer					
	Trash collection					
	Water					
	Total	22,975	0	5,232		

**Town of Millville
FY '21 Budget
General Revenue**

G/L	REVENUE	Approved FY20 Budget	Actuals FY '20 as of 2/24/20	Approved FY21 Budget	
40025	Building Permit Plan Review	63,000	106,279	66,350	
40050	Annexations	0		0	
40075	Building Permits	315,000	547,137	331,750	
40100	Review resite/TOPO	18,000	25,400	23,400	Expense GL 53175
40150	Subdivision Fees	47,160	810	71,280	Southern Landing 18 lots-\$6,480 at final MBTS Peninsula Village 117 lots-balance \$42,120 at final Roxanna Apts-\$3,240 at final MBTS Village 8-\$19,440 at final
40200	Building Rent	0	610	0	
40250	Plan Review - Concept / Site	3,000	5,000	0	
40275	Zoning Reviews	0	0	0	
40300	Licenses-Business, Rental	40,000	57,000	47,500	
40350	Miscellaneous Income	0	160	0	
40400	Sale of Sub./Ord./Rezone/Books/Plans	0	70	0	
40500	Mediacom Franchise	33,990	41,729	41,730	
40600	Police Fines--Vendor	0	692	0	
40650	Town Issued Fines	3,000	7,369	3,000	
40660	Property Maintenance Violations	0	1,000	0	
40750	Refunds, Reimb, Other Gen Revenue	0		0	
40800	Sign Permits/Reviews	500	2,856	500	
40850	Variances / Special Exceptions	0		0	
40875	Interest Income - Unrestricted	60,000	89,271	100,000	CD & checking interest
41320	Property Taxes	505,830	518,754	538,185	Est-need SC tax rolls: as of 3.4.20
41330	Property Tax Penalty	0	205	0	
41400	Gross Rental Receipts Tax	85,000	103,666	85,000	
	TOTAL REVENUE	\$1,174,480	1,508,008	1,308,695	

11.43% Total budgeted Revenue
increase/(decrease) over prior year budgeted

	Per EE/DB		Total		
Building Permits: (Detail)	Est # Sales	Sq Ft Per Unit	sq ft	Rate	Fees
MBTS Sea Star Village Christopher & Co	6	2,800	16,800	1.25	21,000
MBTS Village 8-Christopher & Co	10	2,500	25,000	1.25	31,250
Bishop's Landing II - Single Family	30	2,800	84,000	1.25	105,000
Bishop's Landing II - Town Homes	40	1,900	76,000	1.25	95,000
Sea Edge -Ryan Homes Bldg	20	1,800	36,000	1.25	45,000
Southern Landing	1	2,600	2,600	1.25	3,250
Parkside - NVR	10	2,500	25,000	1.25	31,250
Total	117		265,400		331,750

Bldg Plan Review: (Detail)					
MBTS Sea Star Village Christopher & Co	6	2,800	16,800	0.25	4,200
MBTS Village 8-Christopher & Co	10	2,500	25,000	0.25	6,250
Bishop's Landing II - Single Family	30	2,800	84,000	0.25	21,000
Bishop's Landing II - Town Homes	40	1,900	76,000	0.25	19,000
Sea Edge -Ryan Homes Bldg	20	1,800	36,000	0.25	9,000
Southern Landing	1	2,600	2,600	0.25	650
Parkside - NVR	10	2,500	25,000	0.25	6,250
Total	117		265,400		66,350

Totals per development

MBTS	Bishops Landing	Sea Edge	Southern Living	Parkside
16	70	20	1	10

**Town of Millville
FY '21 Budget
State of Delaware
Municipal Street Aid Grant**

			Approved	Actuals	Approved
			FY20 Budget	FY '20 as of 2/24/20	FY21 Budget
	Revenue				
49100	Grant - MSA		4,606	4,607	4,606
	Expense				
59100	Grant-MSA		4,606	4,607	4,606
	Balance		0	0	0

Need to update MSA for FY '21

**Town of Millville
FY '21 Budget
Sussex County Grants**

	Grant - Sussex County Council	Approved	Revised	Actuals	Approved	Notes
		FY20 Budget	FY20 Budget	FY20 as of 2/24/20	FY21 Budget	
	Revenue					
49450	Grant- SC Rev Sharing	12,500	15,000	15,000	15,000	Will be at least equal to the FY20 amount received.
	Expense					
59450	Grant- SC Rev Sharing	12,500	15,000	15,000	15,000	Police coverage on transfer tax tab
	Balance	0	0	0	0	

**Town of Millville
FY '21 Budget
Economic Development**

	Economic Development	Approved	Revised	Actuals	Approved	Notes
		FY20 Budget	FY20 Budget	FY '20 as of 2/24/20	FY21 Budget	
	Revenue					
49115	Pumpkin Festival	7,000	7,000	0	7,000	From sponsors
	Yuletide Fest and Tree Lighting	0	0	0	3,000	From sponsors
	Total Revenue	7,000	7,000	0	10,000	
	Expense					
59115	Econ Dev Misc			71	100	
	Econ Dev General Advertising	500	500	100	500	
	Econ Dev - Pumpkin Fest	14,000	14,000	833	14,000	Town sponsored- 500 Bags \$649
	Econ Dev - Tote Bags	0	0	0	1,495	300 Bags
	Econ Dev - 100 Pocket Pal	240	240	201	230	
	Econ Dev - Stockings for Soldiers	0	0	130	150	
	Econ Dev - Yuletide Fest and Tree Lighting	1,100	1,100	836	5,000	Town sponsored; expenses advertising & cleaning
	Econ Dev - Holiday Decorations	33,378	33,378	45,066	0	Discuss with Council
	Econ Dev - Fire and Ice	0	0	3,867	3,500	Adult gifts for events
	Total Expenses	49,218	49,218	51,104	24,975	

**Town of Millville
FY '21 Budget
Transfer Tax/Restricted Interest Income**

G/L	Transfer Tax / Restricted Interest Income	Approved	Revised	Actuals	Approved	Notes
		FY20 Budget	FY20 Budget	FY '20 as of 2/24/20	FY21 Budget	
	Revenue					
49125	Interest Income (Restricted)	19,800	19,800	49,884	42,000	WSFS interest income
49200	Transfer Tax	517,770	517,770	941,285	624,167	Bank of Delmarva CD Estimated amount of sales per TT Rev Calc tab
	Total Restricted Income	537,570	537,570	991,169	666,167	
	Expense					
55001	Capital Building Improvements.	5,700	16,700	17,613	10,700	Deck repair, rail and paint; Flag pole (possible solar with electric backup
55002	Capital Furniture/Equipment	0	6,200	6,197	3,352	Microphones for dais \$3,352; tablets for Council \$ and training
55003	Capital Hardware/Software Purchases	2,500	2,500	1,050	2,500	Employee computer
55008	Public Safety Expense (DSP Field Office)	200	200	62	200	
55009	Millville Vol Group Training/Background Checks	0	0	0	-	
55010	Capital Land Improvements	0	0	0	-	Parking lot improvements for FY'22
55011	Codification of general code and ordinances	6,500	6,500	2,840	3,500	Annual \$1,195 plus supplement
55012	Millville Vol Group Misc	100	100	41	100	
55013	Police Coverage	113,926	113,926	78,171	180,055	Based on 36 hrs per wk & holidays
55016	Road Sign Maintenance	506	506	0	506	E
55017	Litter/Violation Road Signs					D
	Total Restricted Expenses	129,432	146,632	105,974	200,913	
	Balance	408,138	390,938	885,195	465,254	

State Police Coverage						
DATE	EVENT		HRS	RATE	AMOUNT	
5/1/20-4/30/21	52 WEEKS COVERAGE 40 HOURS PER WEEK		2,080	92.75	\$192,920.00	Per Council increase to 40 hour/week
October-20	PUMPKIN FESTIVAL		5	73.00	365.00	
11/31/2020	HALLOWEEN PATROL		4	92.75	371.00	
December-20	HOLIDAY MARKET		4	73.00	292.00	
12/24/20	CHRISTMAS EVE		4	92.75	371.00	
12/31/20	NEW YEARS EVE		4	92.75	371.00	
January-21	FIRE AND ICE		5	73.00	365.00	
	TOTAL		2,106		\$195,055.00	
	Less amount paid through Sussex County Rev Sharing Grant				15,000.00	GL 59450
					\$180,055.00	

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**Town of Millville
FY '21 Budget
Millville Park Capital Improvements
Transfer Tax**

		Approved	Revised	Actuals	Approved	Notes
		FY20 Budget	FY20 Budget	FY20 at 2/24/20	FY21 Budget	
	Revenue					
49250	Grant/Donations	0	0		0	
	Total	0	0	0	0	
55014	Expense					
	Capital improvements (new additions)	2,434,927	2,434,927	749,433		
	AED - 2					Not budgeting for at this time
	Flags/flag pole				5,000	
	Irrigation					
	Office/conference room furniture					
	Pavilion					
	Pickleball					
	Sign					
	Table and chairs for assembly hall					
	Trees/landscaping purchase				11,840	
	Total	2,434,927	2,434,927	749,433	5,000	

Town of Millville
FY '21 Budget
Town Grant
MVFC Impact Fees

			Approved	Revised	Actuals	Approved
			FY20 Budget	FY20 Budget	FY20 at 2/24/20	FY21 Budget
	Revenue					
49850	Town Grant - MVFC		0	59,000	64,000	58,500
	Expense					
59850	Town Grant - MVFC		0	49,500	49,500	90,412
	Balance		0	9,500	14,500	-31,912

Cash Balance at 3/4/20
\$95,546.00

**Town of Millville
FY '21 Budget
Ambulance Fee**

			Approved	Revised	Actuals	Approved	Notes
			FY20 Budget	FY20 Budget	FY '20 as of 2/24/20	FY21 Budget	
	Revenue						
49851	MVFC AMB Fee		53,200	53,450	53,412	58,100	Based on tax bills with improvements as of 3/4/20
	Expense						
54100	MVFC AMB Fee		53,200	53,445	53,445	58,100	
	Balance		0	5	-33	0	